Permit #F00032384

FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information

**Permit No:** F00032384 **Type of Permit:** FILMING **Release Date:** 10/15/2010

**Production Company** AMERICAN RED CROSS

**Insured Company Name** AMERICAN RED CROSS
Contact Phone No. 1 310-622-3264
Contact Phone No. 2
Fax
Address 11355 OHIO ST
LOS ANGELES, California 90025

**Production Title** PREPARE LA WEB SERIES

**Type of Production** TV Webisode/Mobisode/Podcast

**Producer** Jordan Melograna

**Director** Jordan Melograna

**1st AD** Melissa Leonard

**Production Manager** Monica Diaz

**FilmL.A. Coordinator** Daniel Alvarez

**Location Manager** Monica Diaz
Primary Phone Office - 310-445-2653
Secondary Phone

**Location Assistant** TBD TBD
Primary Phone Office - 310-622-3264
Secondary Phone

## Fees

FILMLA MODIFIED PERMIT APPLICATION FEE $50.00

**Total Permit Fee** $50.00

**Number of Locations** 1

NOT A PERMIT

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## Summary Information — Location



**Permit Number** F00032384
**Production Company** AMERICAN RED CROSS
**Insured Company** AMERICAN RED CROSS
**Production Title** PREPARE LA WEB SERIES

**Location Manager** Monica Diaz
Primary Phone Office - 310-445-2653
Secondary Phone

**Location Address** 4989 Sepulveda Blvd, Los Angeles, CA, 91403

**Location Type** Park

**Location Description** SHERMAN OAKS CASTLE PARK

**Film Dates** 10/16/2010 - 10/16/2010 09:00 - 11:00

**Open or Closed to the Public** Open

**Generic Conditions**
All Vehicles must be parked legally.
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No Cast and Crew parking on areas streets.
No interference with vehicular or pedestrian traffic

**Please see attached document** Microsoft Word - Sherman_Oaks_Castle_Park.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Cast/Crew vehicles | 2 |
| Vans | 2 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 12 |

**Filming Activities** Exterior MOS; Handheld equipment; Interior MOS;

**Jurisdiction** **Political:** Los Angeles City - Council District 02 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 561 **Grid:** E2

**Approvals** LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE — Sye Gutierrez
LOS ANGELES POLICE DEPARTMENT — Gabriel Martinez

**Coordinator Note** NO MONITOR REQUIRED.

**Parking**
**Base Camp**
Location Type : To Be Determined
Street : n/a

**Crew Parking**
Location Type : LA City Park
Street : 4989 Sepulveda Blvd, Los Angeles, CA, 91403

**Posting "No Parking" signs** n/a

**Approximate Footage** County Parking **Log Number**

**Date(s)** 10/16/2010 to 10/16/2010 **Time(s)** 00:00 to 00:00

**Lane / Full Closure** n/a

**Approximate Footage** 0 - 300

**Date(s)** 10/16/2010 to 10/16/2010 **Time(s)** 00:00 to 00:00

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

# Sherman Oaks Castle Park
# Film Production Guidelines

**Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.**

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- ***Must adhere to any instructions given to company by Sherman Oaks Castle Park staff or management.***
- ***Sherman Oaks Castle staff and management have the final say.***
- ***May not block fire lane at any time.***
- ***May not block entrance to Castle walkway, batting cages, dumpsters, access gates or alternate side parking lot.***
- ***MUST work around park patrons and park activities.***
- ***Not allowed to film at batting cages area.***
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.

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- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

**F-32384**
**Prepare LA Web Series**
**SHERMAN OAKS CASTLE PARK**

NO PERMIT